

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



May 18, 1988

FSDIN I-16-88

ALL-COUNTY INFORMATION LETTER NO. 1-42-88

TO: ALL DISTRICT ATTORNEYS
ALL TITLE IV-D AGENCIES
COUNTY WELFARE DIRECTORS
COUNTY AUDITOR-CONTROLLERS

SUBJECT: CHILD SUPPORT PROGRAM - REQUIRED REPORTS

Attached is an updated list of required Child Support Program reports, their respective due dates and the proper mailing addresses to ensure submission credit and avoid possible fiscal sanctions.

It is important that this list be maintained by the appropriate unit(s) which have responsibility for completion of the reports. Please replace all previously transmitted lists with the attached updated copy.

Any questions regarding the required reports should be directed to your Child Support Operations Bureau analyst at (916) 322-6384.

A handwritten signature in black ink, appearing to read "Robert A. Horel", is positioned above the typed name.

ROBERT A. HOREL
Deputy Director
Welfare Program Division

Attachment

Child Support Program
Reports Due Dates and Submission Requirements

Reporting Period	CS 800 Monthly	CS 820 Monthly	CS 825A Monthly	CS 825B Annually	CS 850 Monthly	CS 356 Quarterly
April	June 10	May 20	May 20		May 20	
May	July 13	June 21	June 21		June 21	
June	Aug 10	July 22	July 22		July 22	July 19
July	Sept 13	Aug 19	Aug 19		Aug 19	
August	Oct 13	Sept 22	Sept 22		Sept 22	
September	Nov 10	Oct 24	Oct 24	Oct 24	Oct 24	Oct 19
October	Dec 12	Nov 22	Nov 22		Nov 22	
November	Jan 12	Dec 21	Dec 21		Dec 21	
December	Feb 10	Jan 24	Jan 24		Jan 24	Jan 19
January 1989	Mar 11	Feb 23	Feb 23		Feb 23	
February	Apr 12	Mar 21	Mar 21		Mar 21	
March	May 10	Apr 21	Apr 21		Apr 21	Apr 18

To ensure proper credit, each report must be received by the following departmental units on or before the due date:

The CS 356, IV-D Child Support Expenditures Schedule and Certification, is due on the 12th working day after the end of the quarter. The completed report must be sent to the following address:

State Department of Social Services
Fiscal Policy and Procedures Bureau
Claims Audit and Control Unit
744 P Street, Mail Station 8-300
Sacramento, CA 95814
Attention: Terrie Williams
Telephone: (916) 323-4014

The CS 800, Summary Report of Child and Spousal Support Payments, is due the 8th working day after the month of distribution. The CS 820, Child/Spousal Support Collections Summary Report, is due the 15th working day after the end of the month. These reports must be sent to the following address:

State Department of Social Services
Fiscal Policy and Procedures Bureau
Assistance Claims Audit Unit - CONFIDENTIAL
744 P Street, Mail Station 8-300
Sacramento, CA 95814
Attention: Mary Barnes
Telephone: (916) 322-0951

The CS 825A, Monthly Accounts Receivable Report, is due the 15th working day after end of the month. The CS 825B Annual Point In Time Report of Counts, is due the 15th working day of October. The CS 850, Monthly Statistical Report on Child Support Enforcement Activities, is due 15 working days after the end of the month. These reports must be sent to the following address:

State Department of Social Services
Statistical Services Section
744 P Street, Mail Station 19-81
Sacramento, CA 95814
Attention: Ramona Jones
Telephone: (916) 445-2562